

**Workforce Partnership of Greater RI  
Executive Committee Meeting  
September 5, 2012**

**Present: Gip Cabral, Paul Harden, Steven Kitchin, Joes Oakes, Paul Ouellette, Robin Ann Smith**

**WPGRI Staff: Kara Aniballi, Diane Vendetti**

**SWIO Staff: Mavis McGetrick**

**Welcome**

**Chair Steven Kitchin called the meeting to order at 8:00am and requested the Committee review the minutes of July 10, 2012.**

**VOTE: Paul Harden made a motion to accept the minutes. Joe Oakes seconded the motion. The motion passed unanimously.**

**Chairman's Report**

**Chair Kitchin reported with regret that Joe DiPina has resigned from the Board due to a promotion within Adams and Associates. Joe DiPina was the Chair of the Finance Committee and the Treasurer of the Board. Chair Kitchin also reported that Lauren Slocum of the Central Rhode Island Chamber of Commerce has agreed to serve as Treasurer pending Board approval and review.**

**Chair Kitchen reported that Workforce Solutions of Providence/Cranston petitioned the Governors Workforce Board (GWB) to request that an alternative WIA funding formula based on poverty rate rather than unemployment data be adopted for the State. The GWB reviewed position papers from both Local WIBs and has found no compelling reason to change the funding formula at this time. The GWB's recommendation to the Governor encourages continued collaboration between the two Local WIBs and the possibility of combination of both.**

### **Executive Director's Report**

**Acting Executive Director Diane Vendetti informed the Committee that resumes for the Executive Director position have been submitted to the Department of Administration.**

**Diane explained WPGRI staffing changes as a result of recent layoffs at DLT. Since Kathy Tobin-Henry and Gail DuPont were the two least senior Assistant Coordinators, they were laid off at the end of July. In addition, Jo-Anne Thibedeau and Helder Videira have moved over to WPGRI from the State Workforce Investment Office due to the reduction in WIA State Set-Aside dollars.**

**Diane informed the Committee that the Pawtucket netWORKri office will officially be closing on September 6, 2012. DLT sent notification letters, which contained locations of the other netWORKri centers and bus routes, to more than 8000 customers. That same information**

is also posted on DLT's website and on the doors of the Pawtucket office. WIA customers were given the option of remaining with the current counselor or transferring to another office location.

Diane then presented the PY11 WIA Performance and Service Levels. For the rolling four quarters ending June 30, 2012, GRI is passing all Adult and Dislocated Worker measures at 80% of the negotiated rate. The average earnings for older youth was the only measure below the 80% threshold.

As part of GRI's contract with DLT to run the One Stop Centers, WIA Service Level targets are established for Core, Intensive, Training and Supportive Services. The final report for PY11 indicates that DLT did not meet the targets for Adult Core and Intensive Services. Diane reported that she believed that this is due in part to the goals being set too high as they were based on prior year levels.

Diane presented a fiscal report showing FY12/PY11 WIA Spending as of June 30, 2012. This reports showed the actual expenditures for the year against the Board approved budget. Spending was on target in all areas.

Diane also let the Committee know that the DLT was awarded a Workforce Innovation Fund Grant. It is a 2.7 million dollar grant divided over a 3-year period.

## **Policy: PY12-01 Record Retention for WIA Title 1 Programs**

**Diane stated per direction from SWIO a formal Record Retention policy has been established. The policy states that WPGRI will follow DLT's procedures for record retention and disposal.**

**VOTE: Paul Harden made a motion to move PY12-01 Record Retention for WIA Title 1 Programs to the Board of Directors for approval. Joe Oakes seconded the motion. The motion passed unanimously.**

## **Committee Reports**

### **Board Development**

**No business to be reported.**

### **Quality Assurance**

**No business to be reported**

## **Strategic Development**

**Paul Harden, Robin Smith and Diane Vendetti agreed to work together to finalize the Strategic Plan in time for September 11, 2012 Board of Directors meeting.**

## **Finance Committee**

**No business to be reported.**

## **Youth Council**

**Chair of the Youth Council, Gip Cabral, stated that Scott Seaback has agreed to assume the role as Vice Chair of the Youth Council.**

**New Business**

**No new business to be reported**

**Old Business**

**No old business to be reported**

**Adjournment**

**Chair Kitchin requested a motion to adjourn the meeting at 9:50am.**

**VOTE: Paul Ouellette made a motion to adjourn the meeting. Robin Ann Smith seconded the motion. The motion passed unanimously.**

**Respectfully submitted,**

**Kara Aniballi**